



HIGHDOWN SCHOOL AND SIXTH FORM CENTRE PTA

AGM Minutes

23rd Sept 2019

Present:

Committee – Parveen Whitehead (co-chair), Jo Morris (co-chair), Karen Roberts (Treasurer), Laura Harmsworth (Communications), Sara Capaldi (SL Link), Gail Critchlow, Hayley Rumble, other lady

Parents: Mr Tillett-Hall, Angelica Wright, Mr Orife, Mr and Mrs Nam..., Mrs Waite, Mrs McDonald (check), Claire Daley, Mr and Mrs Scott

Minutes Sara Capaldi

Apologies: Joan Forsyth

1. Minutes of the last AGM (24th September 2018) were read by PW and approved by the committee (SC proposed).
2. Chair's report – PW welcomed everyone and thanked them for coming. In previous years, support for the committee has been sporadic but in the last year, attendance at events and also the number of helpers available has risen. This gives optimism for future events and PW indicated that she and JM would continue for another year which was warmly welcomed by everyone present. The current committee has been together for four years and, as soon some members will cease to have members at the school, it is necessary to grow the committee from new parents and teachers. PW/JM thanked everyone for making the events successful and fun, the team worked well together.
 - WWW – the quiz evenings and the discos were successes in terms of funds raised, attendance, number of helpers and the general level of enjoyment by all.
 - EBIs – looking for methods of fund-matching. Laura Harmsworth has offered to take this on. Promotion of our donations and linking events to development projects in school to show parents how the money is re-invested.
3. Treasurer's Report – events and other fundraising (e.g. the Waitrose Appeals) this year have resulted in £3385 profit after all expenditure accounted for. Donations have been made to the Music Department (£980 for new microphones), the Literary Festival (£366 to pay for author visits) and £500 to STEAM (to pay for Engineering activities for a drop-down day in July). Karen has completed her term of office but is willing to support a new treasurer and continue on the committee. Mrs Angelica Wright offered her services as treasurer which were accepted (nomination Jo Morris, seconded Sara Capaldi).
4. Promotion of upcoming events through assemblies, direct ParentMail, newsletters and social media was raised. Essential to get good coverage. Laura Harmsworth and Sara Capaldi to re-vamp the PTA area of the school website.

5. AOB – parents asked questions about this years’ events and discussed other ideas for fundraising. PW outlined the support given to the school charity, Touraid in the past and indicated that the PTA committee would support future initiatives where possible.

Next committee meeting
Parveen Whitehead’s house
Wednesday 16th October 7.30 p.m.

Date of next AGM
Monday 28th September 2020 7.30 p.m.